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Services Capital  
Administration Region Washington, DC 20407

Date : February 23, 1983  
Reply to :  
Attn of : Buildings Manager, McLean Field Office (WPFAM)  
Subject: GSA Space in the New CIA Building

To : Manager, Arlington District (WPFA)  
Mr. Arthur Carlucci  
Project Operations Branch (WPCT)

Per your request, my estimate of space required for GSA operations in the new CIA Building is:

1. Trash room immediately adjacent to loading docks for trash build-up- 500 sq. ft.
2. Custodial satellite office - 250 sq. ft.
3. Custodial locker room space - 250 sq. ft. + restroom facilities or 180 sq. ft. in the main Headquarters Building.
4. Utility closets - 2 each floor - 4' x 10'. This extra size allows overnight storage of zone cleaning carts.
5. Equipment storage room - 225 sq. ft.
6. Mechanical Shop storage space
  - Carpenter Shop 300 sq. ft.
  - Electric Shop 600 sq. ft.
  - Plumbing Shop 1000 sq. ft.
  - Elevator Shop 225 sq. ft.
  - Engineer Shop 400 sq. ft.

While this area may seem high, it must be remembered that storage space in the Headquarters Building has been severely restricted. The space shown in item 6. can be in either building.

7. Outside storage building
  - Custodial equipment 2000 sq. ft.
  - Landscape maintenance 2000 sq. ft.

JOHN C. PICKERAL  
Buildings Manager  
McLean Field Office

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